

# MARQUEE ENTERTAINMENT

## Bridal Party / Wedding Day Information Sheet Instructions

Thank you for taking the time to fill out your Bridal Party / Wedding Day Information sheet. The details you provide will assist Marquee with the introduction of your Bridal Party and coordination of other events occurring on your special day. Please take the time to read these instructions as they will help you complete the form accurately and quickly. Simply print this form out and fill in by hand the requested information. Please print clearly. Should you have any questions feel free to contact me at your soonest convenience. Karl Figueroa 856-439-0214.

**LOCATION NAME:** Please print the proper name of the location where your Wedding will be held.

**WEDDING DATE:** Please print the date of your Wedding.

### **GRANDPARENTS / PARENTS OF THE BRIDE &**

**GRANDPARENTS / PARENTS OF THE GROOM:** Please print who you wish to be introduced on the proper line. Proper names should be used for introductions however if the individual is more comfortable with or commonly known by a nickname that is fine as well. The Bride's Grandparents are introduced first then the Groom's. Next the Bride's Parents are introduced then the Groom's. For any unused lines please write in N/A.

*NOTE: The introduction of Grandparents is entirely up to you, there is no wrong with the decision you make. Through our experience, Grandparents that have difficulty moving about are usually not introduced or introduced from their seats.*

*When Grandparents / Parents are Single, Widowed or Divorced please include who they will be escorted by next to your entry. No one should be introduced unescorted.*

*I.E. GRANDMOTHER OF THE GROOM: Mrs. Mary Smith Escorted by her Son William Smith.*

*If you need more space please use the bottom half of page 2 or write it on the back of either sheet.*

### **BRIDESMAIDS &**

**USHERS:** Please print the names of the individuals you are having introduced on the proper line. Proper names should be used for introductions however if the individual is more comfortable with or commonly known by a nickname that is fine as well. For any unused lines please write in N/A.

*NOTE: The order of introduction for your Bridal Party members is entirely up to you. Wedding guides normally state Jr. Bridesmaids & Jr. Ushers first, Bridesmaids & Ushers next, Flower Girl & Ring Bearer and finally right before the Bride and Groom your Maid/Matron of Honor & Best Man. Jr. Bridesmaids and Jr. Ushers are usually between the ages of 8 – 14. Choose Maid of Honor if she is single, Matron of Honor if she is married. Please circle the appropriate choice.*

*If you need more space please use the bottom half of page 2 or write it on the back of either sheet.*

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**INTRODUCING THE NEW MR. & MRS.:** Please print how you would like to be introduced. Traditionally you would be introduced as Mr. & Mrs. Martin Jackson, Jr. however it is entirely up to you.

**FIRST DANCE:** Please print the proper title and artist of the song you will enjoy your first dance to.

**WILL THE BRIDAL PARTY JOIN IN?:** Please print either Yes or No. If you choose yes your Bridal Party will be asked to join in about half way through your first dance.

**WILL THE BRIDAL PARTY DANCE TO A SEPARATE SONG?:** Print either Yes or No.

**BRIDAL PARTY DANCE:** If you wrote yes for the above, please enter the proper title and artist of the song you and your Bridal Party will dance to.

**BRIDE & GROOM FIRST NAMES:** Please print your first names you wish to be called by during the evening.

**TOAST WILL BE DELIVERED BY:** Please print the name of the person delivering the toast. If the toast is to be delivered by other than the Best Man, please include their relationship to either the Bride or Groom. I.E. Fred Smith, Uncle of the Bride.

**BLESSING WILL BE DELIVERED BY:** Please print the name of the person delivering the Blessing. For Clergy members please include their proper title, Father, Pastor, Rabbi, etc. If a family member is delivering the blessing also include their relationship to the Bride or Groom.

**BRIDE & FATHER DANCE & GROOM & MOTHER DANCE:** Please print the proper title and artist for each dance.

**BOUQUET TOSS, GARTER REMOVAL & TOSS, CAKE CUTTING:** Please check the box by any or all that apply.

**SPECIAL SONG REQUESTS AND / OR OTHER SPECIAL EVENTS OR ANNOUNCEMENTS:** Use this area if there is a special song you want played during the evening or perhaps a special Birthday or Anniversary you want recognized, whatever it is, just let us know.

When you are finished writing the data onto the form you may want to make a copy for yourself to refer to later in case you need to make any changes. Then simply mail the form to:

Karl Figueroa  
573 Ridgewood Terrace  
Mt. Laurel, NJ 08054

# MARQUEE ENTERTAINMENT

## Bridal Party / Wedding Day Information Sheet

Location Name: \_\_\_\_\_ Wedding Date: \_\_\_\_\_

Grandparents of the Bride \_\_\_\_\_

Grandparents of the Groom \_\_\_\_\_

Parents of the Bride \_\_\_\_\_

Parents of the Groom \_\_\_\_\_

Bridesmaid \_\_\_\_\_ Usher \_\_\_\_\_

Bridesmaid \_\_\_\_\_ Usher \_\_\_\_\_

Bridesmaid \_\_\_\_\_ Usher \_\_\_\_\_

Bridesmaid \_\_\_\_\_ Usher \_\_\_\_\_

Bridesmaid \_\_\_\_\_ Usher \_\_\_\_\_

Bridesmaid \_\_\_\_\_ Usher \_\_\_\_\_

Bridesmaid \_\_\_\_\_ Usher \_\_\_\_\_

Bridesmaid \_\_\_\_\_ Usher \_\_\_\_\_

Flower Girl \_\_\_\_\_ Ring Bearer \_\_\_\_\_

Maid/Matron of Honor \_\_\_\_\_ Best Man \_\_\_\_\_

Introducing the new Mr. & Mrs. \_\_\_\_\_

First Dance: \_\_\_\_\_

Will the Bridal Party join in? \_\_\_\_\_ Will the Bridal Party Dance to a separate song? \_\_\_\_\_

Bridal Party Dance: \_\_\_\_\_

Bride & Groom First Names: \_\_\_\_\_

